

Cum laude regulations

For information:

1. A 'cum laude' proposal is strictly confidential and even the PhD candidate will *not* be informed of this proposal.
2. The Dean will be kept closely informed of the progress of the procedure by the Secretary of the Doctorate Committee.
3. A 'cum laude' predicate cannot be awarded unless the entire procedure has been followed.
4. It is not possible to convert the predicate to 'cum laude' after the PhD defence ceremony.
5. After the PhD defence, the Examining Committee must consent to the proposal, preferably unanimously but in any case with a simple majority of votes.
6. In the event that the PhD defence does not warrant a 'cum laude' predicate, a standard certificate will also be available at the ceremony.

N.B. As a date for the defence is unlikely to have been set at the start of the process, the weeks indicated below are for guidance only.

Procedure

		Time period before the PhD defence
1.	A 'cum laude' procedure can be initiated by both the supervisor and the members of the Doctorate Committee.	
2.	The proposal must be submitted in writing*), also stating the reasons, to the Secretary of the Doctorate Committee.	
3.	The Secretary consults the supervisor and the members of the Doctorate Committee about the proposal.	10 weeks
4.	They all reply in writing, stating their reasons.	8 weeks
5.	If they all consent, the Secretary communicates this to the Dean, also sending all the written statements.	8 weeks
6.	In that case, the Dean seeks the advice of at least two external experts regarding the dissertation and the 'cum laude' proposal. These experts can be suggested by the Academic Director of the institute.	8 weeks
7.	The Dean's office informs the Beadle's office that a cum laude is being prepared	8 weeks
8.	If the external experts give positive advice, the Dean can ask the professors of the faculty, in confidence, for a response.	3 weeks
9.	The Dean makes a decision.	1 week
10.	The Dean informs the Secretary of his/her decision, and the Secretary communicates it to the supervisor and the members of the Doctorate Committee.	1 week
11.	The Dean informs the Beadle.	1 week

*) An email also counts as a written communication.